

**MINUTES OF THE MEETING OF THE
SOUTH DAKOTA STATE INTERAGENCY COORDINATING COUNCIL
APRIL 23, 2004 9AM TO 3 PM CENTRAL TIME
HOLIDAY INN EXPRESS FORT PIERRE**

Members Present:

Kristi Klein, Donna Olivier, Roz Goodwin, Carroll Forsch , DiVina Baker, Monica Mayer, Stephanie Krusemark, Judy Hoscheid, Nancy Hoyme

Members Absent:

Casey Murschel, Misty Miller, Byron Petersen, Anna Reddy, Deb Barnett

Others Present:

Barb Hemmelman, Crystal Goeden, Jan Elsing, Mary Weigandt

Call to Order

The meeting was called to order at 9:04 AM Central Time by Chairperson Roz Goodwin.

Previous Meeting Minutes:

The meeting minutes from January 7, 2004 were reviewed with no additions or corrections. Monica Mayer moved to accept the minutes as written, seconded by Kristi Klein. Motion carried.

Approval of Agenda:

The agenda was approved with the following two additions (1) Bylaw changes, and (2) request for additional funding for service coordination activities. DiVina Baker moved to accept the agenda with changes, seconded by Donna Olivier. Motion carried.

Introduction of members

Pat Monson designated Carroll Forsch as the child care services representative for this meeting.

OLD BUSINESS

SOCIAL EMOTIONAL WORKGROUP:

Barb Hemmelman gave updates on what events have taken place since the last State ICC meeting: Barb distributed handouts and spoke on the Ages and Stages social emotional screening tool. Barb had the opportunity to get feedback from the Mental Health Task Force in regards to the Ages and Stages screening tool and the availability of mental health professionals to serve children identified under the age of 3 with possible mental health concerns. In addition, Barb shared that there are new federal regulations requiring the Department of Social Services to refer children in substantiated cases of abuse and neglect to the Birth to 3 Connections program.

Discussion was held. Roz Goodwin spoke to situations she is involved in as a provider and the needs of the families she is presently serving under the Birth to 3 Connections program. Carroll Forsch spoke on some of the training made available through Child Care Services. The calendar of trainings is available at the Child Care Services State web site or call 800-227-3020. Carroll stated that there are Early Childhood Educational Providers (ECEP) that may also be able to be of assistance.

PRIMARY PROVIDER TRAINING:

Barb Hemmelman updated the council on the State Improvement Grant (SIG). One component of the SIG will be a two day training by Robin McWilliams, Vanderbilt University, June 28 and 29, 2004, on the Primary Service Provider Model for service delivery.

FUNDING FORMULA/RFPS:

Barb reported that RFPS for service coordination activities were not required this year. Handouts were shared showing the funding formula and explaining how the amount of funds allocated was determined for each applicant area.

ANNUAL PERFORMANCE REPORT:

Discussion was held on the State's Part C Annual Performance Report (APR). The July and October ICC meetings will be used to review data and prepare for submission of the next APR which is due December 2004. One area of concern identified by Barb was service coordination. This has become an area of finding in every applicant area review in the last monitoring cycle.

CHILD COUNT INFORMATION:

Jan Elsing shared child count information with the council. Discussion occurred on the increase in number of children being identified and served. Council members shared the need for a common identifiers across departments/agencies/programs that would enable sharing of information and reduce duplications of effort.

ADOPTED BYLAWS:

Jan informed the ICC council members on the BYLAW changes that were made. Donna Olivier moved to accept the Bylaws with proposed changes, Nancy Hoyme seconded the motion. Motion carried. Jan Elsing thanked Kristi Klein and Donna Olivier for all their valuable help in drafting the bylaws.

OTHER ADDITIONS

Crystal Goeden spoke on public awareness activities. This year a booth will be set up at a physicians conference in Rapid City as an additional attempt to make the medical profession aware of our program.

NEW BUSINESS

SPECIAL QUEST:

Barb Hemmelman presented a video tape on the Hilton/Early Head Start Special Quest project. The ultimate goal of Special Quest is to improve the capacity of Early Head Start and Child Care programs to appropriately serve infants and toddlers with disabilities and their families in collaboration with Early Intervention and other community partners. Stephanie Krusemark spoke on the plan of action that has been drawn up and the upcoming training in Denver for the Special Quest team.

ADMINISTRATIVE RULES REVISION:

Barb Hemmelman will be working on revisions to the administrative rules governing the early intervention program. Most of the revisions will be centered on reimbursement for mileage and travel time.

REQUEST FOR ADDITIONAL SERVICE COORDINATION DOLLARS:

The Council received a request via email from a service coordination applicant. The request was for an additional 10 days per service coordinator (\$2621.60) to complete the current contract year. Discussion occurred. Kristi Klein moved to deny the request and Donna Olivier seconded the motion. Motion carried.

SETTING ANNUAL PRIORITIES:

Last years priorities established by the council were:

1. Child find including social emotional issues
2. Bylaws; and
3. Self assessment for federal review purposes. This priority was removed because the federal monitoring process was changed and South Dakota was not going to be monitored.

Discussion was held to brainstorm/identify priority areas for the council for the coming year. Discussed were:

1. identifying children prior to age one;
2. self assessment for APR submission;
- 3. social emotional issues in infants and toddlers and training for providers;**
- 4. child find – collaboration and duplication;**
5. service coordination;
6. data collections;
7. Birth to 3 training.

Judy Hoescheid moved and DiVina Baker seconded to adopt child find and social emotional issues as the upcoming year priorities for the Council. Motion carried.

SCHEDULE NEXT MEETING:

The next meeting of the SICC was scheduled for Monday, July 12, 2004 from 9:00 AM to 3:00 PM CDT. The meeting will once again be face to face and held in Pierre in order to more effectively work together on the APR. .

ADJOURN:

Kristi Klein moved to adjourn the meeting and Monica Mayer seconded. Motion carried. Meeting adjourned.